

# TOWN OF WEBSTER

## SELECT BOARD

### MEETING MINUTES MONDAY May 2, 2022

The Select Board held a meeting on Monday, May 2, 2022. The meeting was held at 945 Battle Street, Webster, NH 03303.

**Select Board Members present:** David Hemenway (Chairperson), Marlo Herrick.

**Also present:** Town Administrator Dana Hadley, Fire Chief/Road Agent Emmet Bean, David Nesbit.

Chairperson Hemenway opened the meeting at 6:44pm with the pledge of allegiance. He then took attendance, and Selectwoman Blake was absent. Chairperson Hemenway announced that it was Municipal Clerks appreciation week. Administrator Hadley then announced that the NH Municipal Association was providing free training for newly appointed/elected officials on Tuesday May 17<sup>th</sup>. Chairperson Hemenway then gave his monthly project status report.

Chairperson Hemenway moved to the first item on the agenda, the appointment of new Board/Committee/Commission members.

David Nesbit came before the Board and stated that he had been put forward by the Conservation Commission to be appointed as a new member. Chairperson Hemenway asked why he wanted to join the Commission. Mr. Nesbit responded that he had extensive experience in the outdoor recreation industry maintaining trails and he hoped to use these skills to help the Town maintain its trails.

**MOTION:** Chairperson Hemenway  
***To appoint David Nesbit to the Conservation Commission***

**SECOND:** Selectwoman Herrick

**DAVID HEMENWAY – YES**

**MARLO HERRICK – YES**

**The motion passed 2 to 0.**

Administrator Hadley also informed the Board that he had put the wrong date on the form for the appointment of Joseph Pawlowski to the Conservation Commission and asked that the Board to sign the corrected appointment form. Administrator Hadley then informed the Board that Mr. Pawlowski had expressed interest in being appointed as an alternate on Planning Board.

**MOTION:** Chairperson Hemenway  
***To appoint Joseph Pawlowski as an alternate to the Planning Board***

**SECOND:** Selectwoman Herrick

**DAVID HEMENWAY – YES**

**MARLO HERRICK – YES**

**The motion passed 2 to 0.**

Chairperson Hemenway moved to the next item on the agenda, Department Head reports.

Road Agent Bean stated that he had met with the engineers working on the White Plains project and he had been told that the application would take up to 90 days to get the approval from NHDES. He stated that new culvert castings were currently back logged and because of this he did not think the project would be done by the end of the summer as they had hoped. Selectwoman Herrick asked if the delay was because the culvert couldn't be pre-ordered because NHDES might adjust the plans during their approval process. Road Agent Bean stated her assumption was correct. The Board asked if it was possible to get the permit review expedited. Administrator Hadley would ask the engineers to see if it would be possible.

1 Road Agent Bean then discussed with the Board the process of putting in the culvert. He then went over  
2 the road maintenance that had been done over the previous month.

3  
4 Road Agent Bean stated that he had done the test pits on the Dustin Road property, and he had found sand  
5 that the Town could use. He wanted to have the area logged to make the site ready to be excavated. He  
6 planned to contact loggers to get quotes on the job. Chairperson Hemenway asked if they should consider  
7 doing a selective timber cut for the entire property. He hoped to make the job more lucrative for loggers.  
8 Road Agent Bean stated that was something that could be considered. The Board discussed the cost of  
9 stripping and stumping the area verses the cost of sand that the Town could use. The Board agreed that  
10 Road Agent Bean could pay for the cost out of his budget if the project didn't go over \$10,000.00.

11  
12 Road Agent Bean presented to the Board his estimate for the replacement of the pad at the Safety  
13 Building. The estimation for just the removal of the existing pad was \$35,000.00. The Board discussed  
14 the project and the cost of materials. Chairperson Hemenway asked if the project would be cheaper if they  
15 did the new Salt Shed Road at the same time as the pad. A lengthy discussion ensued regarding the  
16 location of the new driveway for the Salt Shed and what would be required by NHDOT to get the  
17 driveway permit. After the discussion Road Agent Bean asked the Board if he should move forward with  
18 the replacement of the pad. Administrator Hadley asked if the total cost would be \$60,000 including the  
19 paving. Road Agent Bean said he was correct and asked if the fund should be taken out of the ARPA  
20 fund. The Board agreed Road Agent Bean could move forward with the project and discussed if the Town  
21 could use upcoming infrastructure funds for the project.

22  
23 Fire Chief Bean went over the recent and upcoming trainings for the Fire Department. He informed the  
24 Board that the new phone system had been installed and was operational. He stated that the chicken BBQ  
25 had been scheduled for July 23<sup>rd</sup> from 4:30pm to 6:00pm and they would be selling 200 tickets for  
26 \$15.00. He finished the report by going over the incidents from the previous month. Chairperson  
27 Hemenway asked about the new software. Chief Bean responded that it was working great.

28  
29 Administrator Hadley informed the Board that he had hired a company to do the fire suppression  
30 inspection of the kitchen hoods in the Grange Hall. During the inspection they had found several issues  
31 that needed to be fixed and this would cost the Town \$3,500.00. The Board discussed the quote for the  
32 repairs and agreed to sign it.

33  
34 Chairperson Hemenway read the Police report submitted by Chief Adams. The report went over the  
35 department's budget and monthly incidents.

36  
37 Administrator Hadley had an estimate of \$8,700.00 to remove some of the trees that are around the Town  
38 Office. He had discussed the peeling paint on the Town Office walls with the Painter. The Painter said  
39 that paint should have lasted longer, and he had concerns about moisture in the Town Office walls  
40 because the paint should have lasted longer.

41  
42 Chairperson Hemenway moved onto the next item on the agenda, correspondence.

43  
44 Administrator Hadley stated they had received a resignation letter from Barbara Corliss for the Refuse  
45 Disposal Committee.

46  
47 Chairperson Hemenway moved onto Board motions and approvals.

1 **MOTION:** Chairperson Hemenway  
2 *To approve the minutes from 4/18/22 as written.*

3 **SECOND:** Selectwoman Herrick

4 **DAVID HEMENWAY – YES**

5 **MARLO HERRICK – YES**

6 **The motion passed 3 to 0.**

7  
8 **MOTION:** Chairperson Hemenway

9 *To request payment from ARPA Funds to Dash Medical Gloves in the amount of \$155.90, invoice*  
10 *number 1260955 for Black Maxx Nitrile Exam Gloves for the Police Department to be taken from the*  
11 *ARPA Funds*

12 **SECOND:** Selectwoman Herrick

13 **DAVID HEMENWAY – YES**

14 **MARLO HERRICK – YES**

15 **The motion passed 3 to 0.**

16  
17 **MOTION:** Chairperson Hemenway

18 *To request the Treasurer to issue a check in the amount of \$125.00 for Invoice Dated April 29, 2022,*  
19 *payable to Computech Integrators for labor to prepare for new phone system at Police Station. These*  
20 *funds to be withdrawn from accumulated impact fees for the Public Safety Building.*

21 **SECOND:** Selectwoman Herrick

22 **DAVID HEMENWAY – YES**

23 **MARLO HERRICK – YES**

24 **The motion passed 3 to 0.**

25  
26 Chairperson Hemenway asked if Administrator Hadley had any updates on the sale of Town owned  
27 property. Administrator Hadley stated that he had not had time to work on the project because of his  
28 vacation. He informed the Board that Phil Mitchell Jr. had been able to get into 874 Battle Street and he  
29 had pictures for the Board. Chairperson Hemenway thought that there were several options the Board  
30 could take. The first was to put everything up for sale. The second was to subdivide the lot to potentially  
31 get more revenue for the Town. The Board discussed the options and thought that they should hold a  
32 public hearing to discuss the options with the public. The Board also discussed what to do with the  
33 contents of the house and the various cars out front.

34  
35 **MOTION:** Chairperson Hemenway

36 *To adjourn at 8:32pm*

37 **SECOND:** Selectwoman Herrick

38 **DAVID HEMENWAY – YES**

39 **MARLO HERRICK – YES**

40 **The motion passed 3 to 0.**

41  
42  
43 *Minutes taken by Russell Tatro.*